



**THOMAS L. GARTHWAITE, M.D.**  
Director and Chief Medical Officer

**FRED LEAF**  
Chief Operating Officer

COUNTY OF LOS ANGELES  
DEPARTMENT OF HEALTH SERVICES  
313 N. Figueroa, Los Angeles, CA 90012  
(213) 240-8101

03-2630  
BOARD OF SUPERVISORS

**Gloria Molina**  
First District

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Fifth District

September 4, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**FISCAL YEAR 2003-04 CALIFORNIA DEPARTMENT OF HEALTH SERVICES,  
CALIFORNIA PROJECT LEAN ACTIVITIES**  
(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Accept a Letter of Intent (LOI), Exhibit I, from the California Department of Health Services (CDHS), Epidemiology and Health Promotion Section, California Project Leaders Encouraging Activity and Nutrition (LEAN), in the total amount of \$43,000, Exhibit II, consisting of \$25,000 funding from the California Nutrition Network and \$18,000 from the Federal Prevention Block Grant, for the period July 1, 2003 through June 30, 2004.
2. Delegate authority to the Director of Health Services, or his designee, to accept and sign forthcoming Standard Agreement No. 03-75318 with CDHS in the amount of \$43,000, providing continued support of the California Project LEAN for the period July 1, 2003 through June 30, 2004.
3. Delegate authority to the Director of Health Services, or his designee, to accept and sign any amendments to the forthcoming Standard Agreement No. 03-75318 with CDHS which do not exceed 25% of the total amount of the Standard Agreement, subject to review and approval by County Counsel and notification of the Board of Supervisors.
4. Delegate authority to the Director of Health Services, or his designee, to accept and sign Standard Agreements for subsequent fiscal years (up to 3 fiscal years) from CDHS to provide funding for the California Project LEAN activities in a yearly amount up to \$43,000, subject to review and approval by County Counsel and notification of the Board of Supervisors.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

In approving these actions the Board is authorizing the Director of Health Services, or his designee, to accept a LOI from the CDHS; to sign forthcoming agreement No. 03-75318 in the amount of \$43,000 for the period July 1, 2003 through June 30, 2004; to sign amendments to the subject agreement which do not exceed 25% of the total funding amount; and to accept and sign future standard agreements from CDHS to continue supporting activities of the California Project LEAN in a yearly amount up to \$43,000.

The California Project LEAN activities include a variety of nutrition education/promotions, physical activity interventions and programs that prompt adolescents and adults to advocate for policies that create environments in their schools and communities that support healthy eating and physical activity. The primary target population is low-income high school students (from food stamp eligible families); the secondary target population includes families, school staff, community leaders and policymakers.

FISCAL IMPACT/FINANCING:

The total program cost for the period of July 1, 2003 through June 30, 2004, is \$43,000, consisting of \$25,000 from the California Nutrition Network and \$18,000 from the Federal Prevention Block Grant. There is no net County cost.

Funding is included in the FY 2003-04 adopted budget and will be requested in future fiscal years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On August 21, 2001, the Board approved Standard Agreement No. 01-15282 with CDHS for funding in the amount of \$40,000 for the period July 1, 2001 through June 30, 2002.

On June 11, 2002, the Board approved Standard Agreement No. 02-25248 with CDHS for funding in the amount of \$27,000 to continue California Project LEAN activities from July 1, 2002 through June 30, 2003.

On June 9, 2003, the Department received the attached LOI from CDHS in the amount of \$43,000 to continue supporting activities of California Project LEAN for the period July 1, 2003 through June 30, 2004. The total amount includes \$25,000 in funds provided by the California Nutrition Network and \$18,000 from the Federal Prevention Block Grant.

County Counsel has reviewed and approved the attached LOI (Exhibit I).

Attachment A provides additional information.

CONTRACTING PROCESS:

Not applicable.

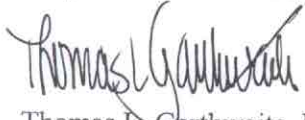
The Honorable Board of Supervisors  
September 4, 2003  
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IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the referenced LOI will ensure funding to support activities of California Project LEAN for the period July 1, 2003 through June 30, 2004.

When approved, this Department requires three signed copies of the Board's action.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Thomas L. Garthwaite", written over a horizontal line.

Thomas L. Garthwaite, M.D.  
Director and Chief Medical Officer

TLG:po

Attachments (2)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

BLCD-projectlean4.wpd

**FISCAL YEAR 2003-04 CALIFORNIA DEPARTMENT OF HEALTH SERVICES  
CALIFORNIA PROJECT LEAN ACTIVITIES**

1. TYPE OF SERVICE:

California Project LEAN activities for outreach, education, and physical activity interventions primarily targeting low income adolescents, high school students (from food stamp eligible families) and adults to advocate for policies that create environments in their schools and communities that support healthy eating and physical activity.

2. AGENCY ADDRESS AND CONTACT PERSON:

California Department of Health Services  
California Project LEAN  
P.O. Box 942732, MS-7211  
Sacramento, California 94234-7320  
Attention: Nestor Martinez, Program Manager  
Telephone: (916) 552-9941  
FAX: (916) 552-9909

3. TERM OF AGREEMENT:

The term of the forthcoming agreement is July 1, 2003 through June 30, 2004.

4. FINANCIAL INFORMATION:

The total yearly program cost is \$43,000 which includes \$25,000 in funds provided by the California Nutrition Network and \$18,000 from the Federal Prevention Block Grant. There are no net County costs.

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. ACCOUNTABLE FOR PROGRAM EVALUATION:

Johanna Asarian-Anderson, M.P.H., Public Health.

7. APPROVALS:

Public Health: Jonathan E. Fielding, M.D., M.P.H., Director of Public Health and Health Officer  
Contracts and Grants: Riley J. Austin, Acting Chief  
County Counsel: Robert E. Ragland, Deputy County Counsel



May 23, 2003

Johanna Asarian-Anderson, MPH, RD  
 Director, Nutrition Program  
 County of Los Angeles - DHS, Nutrition Program  
 Division of Health Promotion and Binational/Border Health  
 3530 Wilshire Blvd., Ste. 800  
 Los Angeles, CA 90010

Dear Johanna:

This is to notify you that it is the intention of the Epidemiology and Health Promotion Section – California Project LEAN to contract with the County of Los Angeles - DHS, Nutrition Program (Contract 03-75318) to receive Prevention Block Grant and California Nutrition Network funds. California Project LEAN has recommended your total contract amount of \$43,000 for the period July 1, 2003 - June 30, 2004. Funding for this contract is contingent upon approval from the California Department of Health Services Contract Management Unit and Department of General Services.

The California Department of Health Services is working with the U.S. Department of Agriculture (USDA) and the California Department of Social Services to fund local interventions that target Food Stamp recipients and other similar households with annual incomes less than \$20,000.

County of Los Angeles – Los Angeles Project LEAN Region has been awarded \$25,000 from the California Nutrition Network to support California Nutrition Network activities to reach low-resource consumers. In addition, you have been awarded \$18,000 from Prevention Block Grant funds to support nutrition education activities in your area.

Please call me at (916) 445-3794 if you have any questions. We look forward to working with you on our mutual goal of promoting healthy eating in low-resource communities.

Sincerely,

*Elizabeth A. Moreno*  
*for Nestor Martinez*

Nestor Martinez, MPH, RD  
 Program Manager, - Network  
 California Project LEAN

C: contract file

Jennifer Robertson, CPL Program Manager

**RECEIVED JUN 09 2003**

## LOS ANGELES COUNTY - DEPARTMENT OF HEALTH SERVICES

July 1, 2003 through June 30, 2004

	Prevention Block Grant 7/1/03-6/30/04	USDA Network 7/1/03-9/30/03	USDA Network 10/1/03-6/30/04	Total Budget
<b>Personnel Services</b>				
<u>Part-Time</u>				
Nutritionist II (\$33.04 a hour x 40 hours)	1,322	0	9,912	11,234
Administrative Intern (\$20.13/hr x 100)	2,013	0	2,013	4,026
Student Professional Worker (\$9.54 x 800 hours)	7,632	0	3,816	11,448
Staff Analyst, Health (5%)	3,646	0	0	3,646
<b>Total Salaries</b>	<b>14,613</b>	<b>0</b>	<b>15,741</b>	<b>30,354</b>
<b>Employment Benefits @ 35.6991%</b>	<b>1,302</b>	<b>0</b>	<b>0</b>	<b>1,302</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>15,915</b>	<b>0</b>	<b>15,741</b>	<b>31,656</b>
<b>Operating Expenses</b>				
Office Supplies	624	0	1,200	1,824
Printing and Duplicating	0	0	0	0
<b>Equipment Expenses</b>	<b>0</b>	<b>78</b>	<b>0</b>	<b>78</b>
<b>Travel and Per Diem</b>	<b>0</b>	<b>4,922</b>	<b>1,485</b>	<b>6,407</b>
<b>Subcontracts</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DIRECT COSTS</b>	<b>16,539</b>	<b>5,000</b>	<b>18,426</b>	<b>39,965</b>
<b>INDIRECT COSTS</b> (allowed @ 10% on total personnel services)	<b>1,461</b>	<b>0</b>	<b>1,574</b>	<b>3,035</b>
<b>TOTAL PROGRAM COSTS</b>	<b>\$18,000</b>	<b>\$5,000</b>	<b>\$20,000</b>	<b>\$43,000</b>